

*Subj*

25 June 1984

MEMORANDUM FOR: Chief, ICS Administrative Staff

STAT FROM:

[Redacted]

Vice Chairman, Critical Intelligence Problems Committee

SUBJECT: Letter of Appreciation

STAT 1. I would like to take this opportunity to express my appreciation for the support [Redacted] gave our office some time ago.

2. Pat had called our secretary several times to remind her that we had many travel orders which were outstanding and for which accounting had to be done. Upon being told each time how very busy our office is with our daily jobs and that we also, at that time, had a secretarial vacancy, she took it upon herself to do the accounting for the outstanding travel.

STAT 3. We feel that this kind of attitude and feeling about one's job is "above and beyond the call" and feel that [Redacted] deserves special recognition. Please extend to her our feelings of gratitude.

STAT [Redacted]

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STAT

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